

**BOARD OF EXAMINATION AND REGISTRATION OF ARCHITECTS  
MINUTES OF MEETING OF THE BOARD**

**DATE: December 20, 2006**

**PLACE: Department of Administration  
One Capitol Hill, Conference Room B  
Providence, RI 02908**

**MEMBERS PRESENT: Dana M. Newbrook, Wilbur E. Yoder, James R. Carlson, Joseph A. Cirillo and Barbara Feibelman**

**OTHERS PRESENT: Adam J. Sholes, Special Assistant Attorney General**

**Peter N. Dennehy, Deputy Chief Legal Counsel, Dept. of Admin.  
Dawne Broadfield, Board Executive**

**CALLED TO ORDER: Chair Newbrook called the meeting to order at 3:45 pm. to commence Board business.**

**MINUTES OF THE MEETING OF THE BOARD**

**(1) Ms. Feibelman moved to approve the open meeting minutes of October 18, 2006 as published. Vice-Chair Yoder seconded. Motion approved by all members present.**

**(2) Ms. Feibelman moved to approve and seal the executive session**

meeting minutes of the October 18, 2006 as published. Vice-Chair Yoder seconded. Motion approved by all members present.

## **EXECUTIVE SESSION**

(1) Secretary Carlson moved to convene into executive session at 3:46 p.m. pursuant to RI General Laws, § 42-46-5 (a)(2) for sessions or work sessions pertaining to collective bargaining or litigation and § 42-46-5 (a)(4) for investigative proceedings regarding allegations of civil or criminal misconduct. Vice-Chair Yoder seconded. Motion approved by all members present.

(2) Secretary Carlson moved to adjourn from executive session and to reconvene to an open meeting at 5:37 p.m. pursuant to R.I.G.L. §42-46-4. Vice-Chair Yoder seconded. Motion approved by all members present.

(3) Secretary Carlson moved to seal the executive session and record the votes taken in executive session pursuant to RI General Laws §42-46-4 and §42-46-5. Vice-Chair Yoder seconded. Motion approved by all members present.

(4) Secretary Carlson moved to record the votes taken in executive session in accordance with Rhode Island General Law §42-46-4 as follows. Vice-Chair Yoder seconded. Motion approved by all members present to close Auto Zone, Jeffrey A. Bossert and Matthew

**McPhillips.**

**(5) Secretary Carlson moved pursuant to RI General Law §42-46-4 that the Board defer disclosure of all votes in executive session until such time as such disclosure would not jeopardize any strategy, negotiation, or investigation undertaken concerning RI General Law §42-46-5(a). Vice-Chair Yoder seconded. Motion approved by all members present.**

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## **OLD BUSINESS**

### **(1) Discussion on Amendments to the “Rules of the Board”**

**After discussion, Mr. Cirillo moved to add under “Continuing Education”, that an architect may carry over one year of continuing education hours from the previous preceding year as allowed by the National Council of Architectural Registration Boards (NCARB) and the American Institute of Architects (AIA); and to add under “Examinations”, NCARB’s “Rolling Clock” language word-for-word**

and to remove the current existing language in 4.1.9 which states “Applicants not passing all divisions of the examination retain credit for those subject areas passed for four years from the date of the examination. After the four-year period, these subject areas must be retaken.” Secretary Carlson seconded. Motion approved by all members present.

Several changes were made and will be incorporated for a final draft to be reviewed and adopted at the next meeting.

(2) “Tech Note” – Meeting to be scheduled with Daniel L. Beardsley, Jr., Executive Director, League of Cities and Towns, Daniel R. DeDentro, State Building Code Commissioner and the Board.

Mr. Cirillo is working on scheduling a meeting with Mr. Daniel Beardsley, Executive Director, League of Cities and Towns, the State Building Code Commissioner, and the Board. Mr. Cirillo will be speaking to Mr. John Leyden, State Building Code Commissioner, to schedule this meeting. Therefore, this matter has been continued.

(3) Discussion on “disaster” – what would happen to the Board’s records, paper and computer, if the building burns?

The Board received a communication from the State Division of Information Technology which indicated that the State has contracted with a company to do their “Continuity Plan”. Secretary Carlson

stated that once the State has their plan in place, then this Board can compare our Continuity of Operations Plan (COOP) against their plan and determine whether our plan needs to be modified. The Board assigned Mrs. Broadfield as the contact person. When the State gets their plan done, this Board will request a copy and will then review it. Mrs. Broadfield informed the Board that Mrs. Lois Marshall has responded on behalf of the Boards for Design Professionals consisting of the four Boards

(4) Update on the Spring 2007 New England Conference of Architectural Registration Boards (NECARB) Conference for Regions 1 and 5 being held in Newport, RI.

Secretary Carlson gave an update of the planning of the NECARB Conference being held on March 29 – April 1, 2007 in Newport, RI.

#### **Programs:**

(a) This Board has been assigned one responsibility by the Region which is to provide a technical program for Friday afternoon for buildings related to health, safety and welfare (HSW) for floods and winds events. Mr. Cirillo is inquiring with Pam Pogue of the State Emergency Management Agency (EMA) to see if she, or someone else, can fulfill the outlined program requirements. The syllabus of what Ms. Pogue could provide must be given to the Region by January 15, 2007.

**(b) Region 5 has asked for a presentation on the Intern Development Program (IDP). Region 5 has two people on the IDP Committee. Region 5 and the National Council of Architectural Registration Boards (NCARB) have the responsibility for the presentation and discussion for that program.**

**(c) Robert E. Luke, NCARB President, will recap about what has been happening on the disaster side in New Orleans. That presentation will be followed-up by a planner who has written a book on New Orleans and is a member of either the New Hampshire Board or Vermont Board.**

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**Hotel:**

**(a) Approximately fifty rooms have been reserved.**

**(b) The “Ice Breaker” will be held at the hotel. Mrs. Cirillo will be putting together a gift bag to include tourist information so that the guests will have information about the area and also included will be a Rhode Island gift product. A suggestion was made that the gift does not have to be just from Rhode Island since it is Region 1 who is hosting the conference. The item(s) can be from each state in the Region.**

## **Dinner:**

**(a) NECARB has asked for a venue dinner rather than just eating at a restaurant. Mr. Cirillo is researching the Rough Point Manson and has already spoken to Blackstone Caterer and is waiting for information. Once the information is received, Mr. Cirillo will give the cost to the Region.**

**(b) There will be a Regional Dinner.**

**(c) At the Regional Dinner, plaques for “Emeritus” status will be presented. Secretary Carlson stated that the Region is discussing the issue of “Emeritus” status. The discussion is that the Region has always given out an “Emeritus” award when a person leaves NECARB, meaning that the person is no longer on their Board and no longer active in the Region. The Regional Officers are discussing this issue of someone being young enough to come back verses someone who has retired and not coming back and will announce the decision when it is made.**

## **Registration Booth:**

**(a) Secretary Carlson recommended that the Board invite Mrs. Broadfield to attend the conference. The Administrator for Region 5 will be attending. Board members should also be present to welcome the guests to Rhode Island at the registration booth on Thursday night.**

## **(5) Topics for the next Newsletter to be published.**

**The newsletter is in the development stage and has been continued.**

## **BLUE BOOKS (RECIPROCITY)**

**(A) Secretary Carlson moved to approve the following Blue Books as submitted with an expiration date of December 31, 2007. Mr. Cirillo seconded. Motion approved by all members present.**

- (1) ARENDS, David S. (10) HARDY, Hugh G.**
- (2) BOENDER, Michiel A. (11) HIATT, David W.**
- (3) BURY, Margo (12) KENNEDY, Christopher P.**
- (4) COLCIAGHI, Anthony J. (13) LANDRY, JR., Richard E.**
- (5) DELUCA, Joseph Anthony (14) MINNERY, Donald F.**
- (6) ELLIS, Lewis A. (15) MOUDIS, Ted**
- (7) FREEMAN, John R. (16) STOLER, Suzette I.**
- (8) HALL, Christopher (17) WINOKER, Richard A.**
- (9) HAMPTON, Bruce M.**

## **BLUE BOOK (REINSTATEMENT)**

**(A) Secretary Carlson moved to approve the reinstatement of the Blue Book as presented with an expiration date of December 31, 2007. Mr. Cirillo seconded. Motion approved by all members present.**



**(1) PERNICE, Leon J., #1097**

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**GREEN BOOK (APPROVAL TO TAKE ARCHITECTURAL  
REGISTRATION EXAM)**

**(A) Secretary Carlson moved to approve the following Green Book as submitted. Mr. Cirillo seconded. Motion approved by all members present.**

**(1) ROBINSON, Kyle**

**REQUEST FOR EXTENSION OF ARCHITECTURAL REGISTRATION  
EXAMINATION (ARE) ELIGIBILITY DATE PERIOD.**

**(1) DILLON, Tracey E. - Secretary Carlson moved to extend the architectural registration examination eligibility period to September 1, 2007. Mr. Cirillo seconded. Motion approved by all members present.**

**(2) GERALD, Julia A. - Secretary Carlson moved to extend the architectural registration examination eligibility period to November 24, 2007. Mr. Cirillo seconded. Motion approved by all members**

**present.**

**(3) McPHILLIPS, Matthew J. - Secretary Carlson moved to extend the architectural registration examination eligibility period to March 1, 2008. Mr. Cirillo seconded. Motion approved by all members present.**

**(4) SANTILLI, Rita L. - Secretary Carlson moved to extend the architectural registration examination eligibility period to December 31, 2007. Mr. Cirillo seconded. Motion approved by all members present.**

**(5) WEBER, Paul F - Secretary Carlson moved to extend the architectural registration examination eligibility period to April 2, 2007. Mr. Cirillo seconded. Motion approved by all members present.**

## **CERTIFICATES OF AUTHORIZATION APPLICATIONS (See Attached List)**

**(A) Secretary Carlson moved to approve the applications for Certificates of Authorization for the Sole Proprietorships for French & Crane Architects and Planners, Kenneth A. Karkau, D. L. Moon, AIA, Stephen D. Shay and Robert T. Sutter, AIA as submitted. Mr. Cirillo seconded. Motion approved by all members present.**

**(B) Secretary Carlson moved to approve the application for Certificate of Authorization for the Partnership for Alderman/Paccone as submitted. Mr. Cirillo seconded. Motion approved by all members present.**

**(C) Secretary Carlson moved to approve the application for Certificate of Authorization for the Corporations for Alan Berry Architect, Ltd., Annino Incorporated, BRR Architecture, Inc., Burgin Lambert, Inc., Khalsa Design, Inc., Michael J. Silva Architecture, Inc., Neville Architecture, TRO Jung Brannen, Inc., Water Technology, Inc., Arthur Weinman, Architects as submitted. Mr. Cirillo seconded. Motion approved by all members present.**

**(D) Secretary Carlson moved to approve the application for Certificate of Authorization for the Limited Liability Company for GLSD Architects, LLC and John B. Murray Architect, LLC as submitted. Mr. Cirillo seconded. Motion approved by all members present.**

**(E) Secretary Carlson moved to approve the application for Certificate of Authorization for the Limited Liability Partnership for The Helmes Group, LLP as submitted. Mr. Cirillo seconded. Motion approved by all members present.**

**(F) Secretary Carlson moved to approve the application for Certificate of Authorization for the Renewals for Earth Tech Architects & Engineers, Inc. and J. Litman Architect as submitted. Mr. Cirillo**

**seconded. Motion approved by all members present.**

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**(G) Secretary Carlson moved to approve the application for Certificate of Authorization for the Request to Withdraw for The Helmes Group as submitted. Mr. Cirillo seconded. Motion approved by all members present.**

## **NEW BUSINESS**

**(1) North Carolina Architectural Registration Board enforcing the use of “AIA”.**

**Secretary Carlson stated that he spoke to a Board member of the North Carolina Board. The North Carolina Board is pursuing people distributing business cards with the designation of “AIA” on them and that person is not licensed in North Carolina. The North Carolina Board is saying that the word “AIA” is synonymous with being a licensed architect. Secretary Carlson felt that this is an extension of this Board’s “Yellow Pages” advertisements or similar issues except this relates directly to the use of the word “AIA”. The North Carolina Board is saying that if a licensed architect distributes a business card, that business card must indicate where that person is registered.**

**Secretary Carlson indicated that this issue is being heard between AIA (American Institute of Architects) Chapters.**

## **ADJOURNMENT**

**Chair Newbrook informed the Board that the next Board meeting is scheduled for January 17, 2007 at 3:30 p.m. at One Capitol Hill, Conference Room B, Providence, RI 02908. Secretary Carlson moved to adjourn the meeting at 6:42 p.m. Ms. Feibelman seconded. Motion approved by all members present.**

**Respectfully submitted,**

**James R. Carlson, NCARB, AIA**  
**Secretary**

**JRC/dmb**

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**C. O. A. APPLICATIONS**

**Board Meeting of 15 NOVEMBER 2006**

**Board Meeting of 20 DECEMBER 2006**

**SOLES**

**FRENCH & CRANE ARCHITECTS & PLANNERS \$100. APPROVED –**

**12/20/06**

**KENNETH A. KARKAU - 0 - APPROVED – 12/20/06**

**D. L. MOON, AIA - 0 - APPROVED – 12/20/06**

**STEPHEN D. SHAY - 0 - APPROVED – 12/20/06**

**ROBERT T. SUTTER, AIA - 0 - APPROVED – 12/20/06**

**LIMITED LIABILITY COMPANY**

**GLSD ARCHITECTS, LLC \$100. APPROVED – 12/20/06**

**LIMITED LIABILITY PARTNERSHIP**

**THE HELMES GROUP, LLP \$100. APPROVED – 12/20/06**

## **PARTNERSHIP**

**ALDERMAN/PACCONE \$100. APPROVED – 12/20/06**

## **CORPORATIONS**

**KHALSA DESIGN INC. \$100. APPROVED – 12/20/06**

**WATER TECHNOLOGY, INC. \$100. APPROVED – 12/20/06**

## **REQUEST TO WITHDRAW**

**THE HELMES GROUP APPROVED – 12/20/06**

**A-13,022 as a Partnership - Now filing as a Limited Liability Partnership**

## **DENIED**



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**C. O. A. APPLICATIONS**

**Board Meeting of 20 DECEMBER 2006**

**SOLES**

**LIMITED LIABILITY COMPANY**

**JOHN B. MURRAY ARCHITECT, LLC \$100. APPROVED – 12/20/06**

**LIMITED LIABILITY PARTNERSHIP**

## **PARTNERSHIP**

## **CORPORATIONS**

**ALAN BERRY ARCHITECT, LTD. \$100. APPROVED – 12/20/06**

**ANNINO INCORPORATED \$50. APPROVED – 12/20/06**

**A-14,334 – Name change from: Annino Associates, Inc.**

**BRR ARCHITECTURE, INC. \$50. APPROVED – 12/20/06**

**A-14,050 – Name change from: Boice-Raidl-Rhea Architects, Inc.**

**BURGIN LAMBERT INC. \$175. APPROVED – 12/20/06**

**A-14,213 - Name change from: William L. Burgin Architects, Inc.**

**MICHAEL J. SILVA ARCHITECTURE, INC. \$ 50. APPROVED – 12/20/06**

**A-14,388 - Name change from: Sol Design Inc.**

**NEVILLE ARCHITECTURE - 0 - APPROVED – 12/20/06**

**TRO JUNG/BRANNEN, INC. \$50. APPROVED – 12/20/06**

**A-14,046 - Name change from: Jung/Brannen Associates, Inc.**

**ARTHUR WEINMAN, ARCHITECTS \$100. APPROVED – 12/20/06**

## **RENEWALS**

**EARTH TECH ARCHITECTS & ENGINEERS, INC. \$125 APPROVED –  
12/20/06**

**ANSWERED “YES” TO QUESTION #3 – SEE SUPPORTING DOC.**

**J. LITMAN ARCHITECT \$50. APPROVED – 12/20/06**

**A-10,298 – Name change from: Jay Litman, AIA**

**ALSO – Requesting reimbursement of \$25 late fee \$25. APPROVED –  
12/20/06**

## **REQUEST TO WITHDRAW**

## **DENIED**

**12/20/06**

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